Adele Ford

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Academic Background

Lamar University, Beaumont, TX

M.Ed. Educational Technology Leadership Expected 2012

Texas Southern University, Houston, TX

M.Ed. Educational Administration 1996-1998

Purdue University, West Lafayette, IN

B.A in Elementary Education 1987-1993

Areas of Concentration: K-8,

Minor: Early Childhood Education

Professional Certifications/Licenses

EC-12 Technology Applications TX **In progress**

Master Technology Teacher (MTT) TX **In progress**

Mid-Management Administrator (Grades PK-12) TX **1998**

English as a Second Language (Grades PK-8) TX **1997**

Elementary Self-Contained (Grades 01-08) TX 1994

Early Childhood Education (Grades PK-K) TX **1994**

TEACHING EXPERIENCE

**Fourth/Fifth Grade /ESL Teacher/Administrator**

Rhoads Elementary School, Houston, TX **08/2006-Present**

* Taught basic fundamentals in the core areas of reading, writing, language
* Student Information System Teacher Advocate
* Title 1 contact person
* Administrative “fill in” when the principal is off campus and Lead Teacher
* Provide Professional Development Opportunities to staff and parents
* Provide some Technology support for the school

**Fifth Grade/ ESL Teacher**

Foerster Elementary, Houston, TX **08/2005-05/2006**

* Taught basic fundamentals in the core areas of reading
* Taught ESL classes and language arts to non-English and limited-English speaking students

##### **Site Coordinator (Assistant Principal)/Title I Coordinator**

Academy of Accelerated Learning**,** *Houston, TX***02/2004-08/2005**

* Supervised site-based management team, faculty and staff
* Conducted staff development training
* Maintained Title I funds according to guidelines and procedures for allocation
* Assisted with the development, revision and implementation of the school improvement plan
* Supervised after-school programs and seasonal events
* Conducted administrative formal and informal evaluations for faculty and staff
* Participated in administrative meetings to review school issues and/or enhancements
* Reviewed and approve curriculum-based lesson plans for faculty aligned with TEKS
* Problem-solved issues, conflicts and concerns of students, teachers, administrators and parents

###### Online Instructor

**UNIVERSITY OF PHOENIX,** *Houston, TX* **03/2003-Present**

* Adjunct Faculty for the Department of Education
* Teach online education classes for graduate and undergraduate education majors

seeking teaching certification

Dean of Instruction,

La Amistad Love & Learning Academy, *Houston, TX* 07/2002-01/2004

* Supervised the implementation of the school’s curriculum
* Reviewed and approved TEKS curriculum-based lesson plans
* Conducted curriculum-based teacher in-services for enhancement purposes and/or

newly released information

* Assisted in the management of student, teacher and parent issues and concerns

Teacher/Tutor (part-time)

Sylvan Learning Center**,** *Missouri City, TX*  **08/2001-01/2004**

* Taught evening and weekend classes
* Assessed students by conducting pre and post testing, determining areas of weakness
* Tutored content areas, math, reading, language arts and writing
* Taught effective testing strategies

Fourth Grade Teacher

Best Elementary, Alief ISD**,** *Houston, TX* **08/2001-05/2002**

* Taught basic fundamentals in the core areas of math, science, social studies,

writing, and reading

* Taught summer school for students who were academically unsuccessful

during the regular school year

Reading/Writing Lab Facilitator (1st-5th Grade)

Alcott Elementary, Houston ISD**,** *Houston, TX* **08/1999-05/2001**

* Taught basic fundamentals in the areas of reading and writing per grade level
* Utilized TEKS-based curriculum to create a conducive reading and writing lab to

aide in TAAS preparation

Second Grade, Fourth Grade and ESL Teacher

Hartsfield Elementary, Houston ISD**,** *Houston, TX* **08/1998-05/1999**

* Taught basic fundamentals in the core areas of math, science, social studies,

writing, and reading for second and fourth grade

* Taught ESL classes to non-English and limited-English speaking students
* Taught summer school for students who were academically unsuccessful

during the regular school year

Pre-K, Second, Fourth Grade and ESL Teacher

Alcott Elementary, Houston ISD**,** *Houston, TX* **08/1993-05/1998**

* Taught basic fundamentals as preparation for promotion to Kindergarten
* Taught ESL classes to non-English and limited-English speaking students

Administrative/Supervisory/Leadership EXPERIENCE

##### **Site Coordinator (Assistant Principal)/Title I Coordinator**

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* Conducted staff development training
* Maintained Title I funds according to guidelines and procedures for allocation
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newly released information

* Assisted in the management of student, teacher and parent issues and concerns

LEADership Experience

5th Grade Language Arts Lead Teacher **2010-Present**

Professional/Academic Honors and Awards

ESL Teacher of the year Rhoads Elementary, Houston, TX **2008-2009**

Teacher of the Year Rhoads Elementary, Houston, TX **2009-2010**

LANGUAGES

[English – native language]

Spanish- minimal reading, writing, speaking, competencies

MEMBERSHIPS

Texas Computer Education Association (TCEA)

Houston Federation of Teachers

**REFERENCES**

Debra Balthazar, Ed.D, Principal of Rhoads Elementary School , 713-732-3650, dbalthaz@houstonisd.org

Michael Hill, Assistant Principal, Sutton Elementary School, 281-660-2476, mhill@houstonisd.org

Christopher Pichon, Principal of Best Elementary, 281-451-1235, cpichon@aliefisd.org